

NEW JERSEY TURNPIKE AUTHORITY

Procurement and Materials Management Department

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Contact: John Parmigiani
Requisition # R-110202

Date: July 23, 2014

REQUEST FOR QUOTATION

THIS IS NOT AN ORDER

SUBJECT: PURCHASE OF RADIATORS AND ASSOCIATED ITEMS WITH REPAIR
ON THE NJ TURNPIKE OR THE GARDEN STATE PARKWAY

PLEASE RETURN BY THURSDAY JULY 31, 2014 VIA FAX OR E-MAIL

TO: ALL BIDDERS

THIS SOLICITATION IS BEING CONDUCTED PURSUANT TO NJSA 27:23-6.1, NJAC 19:9-2.1 et seq., AND THE AUTHORITY'S INSTRUCTIONS TO BIDDERS WHICH PROVIDE THE APPLICABLE TERMS AND CONDITIONS FOR THE RESULTING CONTRACT. (SEE ATTACHED INSTRUCTIONS TO BIDDERS AVAILABLE ONLINE AT: <http://www.state.nj.us/turnpike/purchasing.html>)

Please print your information requested below with submission of price quote.

Company Name _____

Address _____

AREA CODE & TELEPHONE NO. _____ AREA CODE & FAX NO. _____

E-MAIL ADDRESS _____

FEDERAL TAX I.D. NO. or TAXPAYER I.D. NO.

BUSINESS CORPORATION

PARTNERSHIP

INDIVIDUAL

DIVISION OF REVENUE REGISTRATION

DIVISION OF REVENUE REGISTRATION-Pursuant to the terms of N.J.S.A. 52:32-44, bidders are required to submit to the Authority proof of valid business registration with the New Jersey Division of Revenue in the Department of Treasury, prior to entering into a contract with the Authority. No contract shall be entered into by the Authority unless the bidder first provides proof of valid business registration. In addition, bidders are required to provide to the Authority proof of valid business registration with the Division of Revenue for any and all subcontractors that will be used to provide goods or services under the contract. A copy of the bidder's and any subcontractor's valid Certificate of Registration should be included with the bid submission and must be in effect prior to the contract award.

All questions regarding this requirement should be referred to the Division of Revenue hotline at (609)-292-9292 or/online: <http://www.nj.gov/treasury/revenue/forms/njreg.pdf>

SMALL BUSINESS ENTERPRISE / MINORITY BUSINESS / WOMAN OWNED BUSINESS

If your firm is registered with the State of New Jersey as a Small Business Enterprise (SBE), Certified as a Woman Business Enterprise (WBE) or Minority Business Enterprise (MBE) you must send a copy of the Registration / Certification Form with your quotation. Please check off the gross receipt category of your business if registered as an SBE

SBE CATAGORY 1	\$0- \$500,000	_____
SBE CATAGORY 2	\$500,001 thru \$5,000,000	_____
SBE CATAGORY 3	\$5,000,001 thru \$33,500,000	_____
NOT APPLICABLE	_____	

_____ SBE Registration # _____

Please check below if applicable

Woman Business Enterprise _____ Minority Business Enterprise _____

Code of Ethical Standards

The Proposers are advised that the Authority has adopted the New Jersey Uniform Code of Ethics, a copy of which can be viewed by going to the following web site:
<http://nj.gov/ethics/docs/ethics/uniformcode.pdf> By submitting a Bid, the Proposer agrees to be subject to the intent and purpose of said Code and to the requirements of the Division on Ethical Standards of the State of New Jersey.

BIDDER NOTES

There are Three (3) Areas (A, B and C) listed for the New Jersey Turnpike. **Vendors may bid on (1) one or multiple areas listed on the bid sheet provided the bidder has a service facility within the county associated with the Area listed.**

- 1) To bid Area "A" the Bidder must have a facility in the counties of Bergen, Passaic, Essex, Hudson, or Union.
- 2) To bid Area "B" the Bidder must have a facility in the counties of Middlesex, or Mercer.
- 3) To bid Area "C" the Bidder must have a facility in the counties of "Burlington, Camden, Gloucester or Salem.

There are Three (3) Areas (D, E, F,) listed for the Garden State Parkway. **Vendors may bid on one (1) one or multiple areas listed on the bid sheet provided the bidder has a service facility within the county associated with the Area listed.**

- 6) To bid Area "D" the Bidder must have a facility in the counties of Bergen, Passaic, or Union.
- 7) To bid Area "E" the Bidder must have a facility in the counties of Middlesex and Monmouth.
- 8) To bid Area "F" the Bidder must have a facility in the counties of or Ocean, Atlantic and Cape May.

Contracts will be awarded **by county area. Bidders must specify the street address and county of the facility servicing the area being bid upon on each bid sheet.** Bids submitted for each area(s) in which the bidder does not have a facility, their bid may be rejected.

Vendors must supply a price for both line items listed in an Area. Bids not having a price in both listed items may be rejected. Unit prices for each line item must be submitted. No lump sum bids will be accepted. The bid will be awarded to the bidder who supplies the lowest total cost for each area as listed on the bid list.

The pricing for all items listed on the bid sheet including the percentage above cost for any parts purchased must be held throughout the duration of the contract. The cost submitted by the bidder for labor reflects an hourly rate. Any other method of pricing labor may be rejected.

For repair parts bidders are to enter a percentage mark up over the bidders cost. The awarded bidder must supply a copy of an invoice from its supplier to prove its cost basis for any and all parts used in the repairs. The parts invoice must accompany any and all billing to the Authority.

The Authority will purchase amounts of any given item as needed, at the sole discretion of the Authority. All items are to be bid FOB Destination all shipping, handling, and other costs should be considered in the bid price.

All radiator or associated items repairs shall be picked up and delivered by the awarded vendor at a facility within the county bid upon. The Authority may deliver or pick up repairs once completed based on urgency.

General Specifications

These specifications are written to convey the needs of the Authority regarding the procurement of a contract for Radiator & Associated Equipment and Repair. Associated equipment refers any radiant cooling component like radiator, heater cores, intercoolers and hydraulic coolers etc.

The awarded bidder is to pick up and deliver radiators anywhere within the counties bid at no additional cost to the Authority. Pick up of shall occur within 48 hours of call from the Authority.

All work is to be completed within 5 working days of pick-up of item(s) unless there is an unavailability of needed parts. Upon knowing that needed parts will require additional time to do the repair, the vendor is to electronically notify the Authority of the time requirement needed and get approval to continue. The awarded bidder is to obtain the necessary phone, Fax, or email for correspondence upon picking up or delivery the part at the Authority.

The complete cost for the repair of any radiator or related items must be approved by the Authority. The awarded bidder shall diagnose the cause of the problem and prior to repair submit a quote to the Authority for confirmation to begin repairs. All repair cost quotes must be furnished at no cost to the Authority.

Upon discovery, if the radiator cannot be repaired, the Contractor may bill the Authority the cost of diagnosing the problem. This cost will not exceed the cost of labor quoted for the hourly rate quoted on the bid sheet.

Rebuilt or re-manufactured parts can be used for repair upon approval of the Authority.

After the repair is completed, the radiator or related items will be subjected to inspection by the Authority and if the repair is not performed properly the radiator or related items shall be repaired at no additional charge to the Authority.

Any additional repairs or parts needed beyond the original repair quote must be approved by the Authority before any additional work is completed.

The awarded bidder shall comply with all Federal, State, Local and the Department of Environmental Protection (DEP) standards or regulations. No additional charges will be paid for disposal of any used materials or fluids such as cores or antifreeze.

BID SHEET EXAMPLE

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$45.00	\$225.00
2			Bidder is to supply percentage mark-up on Parts totaling \$1,000.00. The mark up quoted will be applied to all parts used by the bidder when making repairs during the term of the contract. <u>\$1,000.00 + Percentage Mark-up of 5% = \$1,050.00</u>		<u>\$1,050.00</u>
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$1,275.00

IN THE EXAMPLE ABOVE THE BIDDER ENTERED \$45 IN THE UNIT COST BOX. THAT NUMBER IS THEN MULTIPLIED BY THE ESTIMATED NUMBER OF HOURS (5) AND THE TOTAL IS ENTERED IN THE EXTENDED COST OF \$225.00.

THE BIDDER WILL THEN ENTER THE PERCENT MARK UP OVER ITS COST FOR ANY PARTS NEEDED. IN THE EXAMPLE THIS NUMBER IS 5% OVER THE MANUFACTURE'S COST. THE 5% IS THEN MULTIPLIED BY THE \$1000 GIVING A MARK UP OF \$50.00. THIS IS THEN ADDED TO THE \$1,000.00 AND ENTERED IN THE EXTENDED COST OF \$1,050.00. THE \$1,050.00 IS THEN ADDED TO THE \$225.00 LABOR AND THE TOTAL BID IS \$1,275.00.

THE DOLLAR AMOUNT OF \$1,275.00 WOULD BE THE BASIS OF AWARD.

REQUEST FOR QUOTATION**AREA "A" ON THE NJ TURNPIKE**

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$	\$
2			Bidder is to supply percentage mark-up on parts totaling \$1,000. The mark up quoted will be applied to all parts used by the bidder in making repairs during the term of the contract. \$1,000 + Mark-up _____ % =		\$
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$

LOCATION OF BIDDERS FACILITY

Address & County of Bidders Servicing Location
AREA "B" ON THE NJ TURNPIKE

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$	\$
2			Bidder is to supply percentage mark-up on parts totaling \$1,000. The mark up quoted will be applied to all parts used by the bidder in making repairs during the term of the contract. \$1,000 + Mark-up _____ % =		\$
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$

LOCATION OF BIDDERS FACILITY

Address & County of Bidders Servicing Location

AREA "C" ON THE NJ TURNPIKE

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$	\$
2			Bidder is to supply percentage mark-up on parts totaling \$1,000. The mark up quoted will be applied to all parts used by the bidder in making repairs during the term of the contract. \$1,000 + Mark-up _____ % =		\$
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$

LOCATION OF BIDDERS FACILITY

Address & County of Bidders Servicing Location

AREA "D" ON THE GARDEN STATE PARKWAY

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$	\$
2			Bidder is to supply percentage mark-up on parts totaling \$1,000. The mark up quoted will be applied to all parts used by the bidder in making repairs during the term of the contract. \$1,000 + Mark-up _____ % =		\$
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$

LOCATION OF BIDDERS FACILITY

Address & County of Bidders Servicing Location

AREA "E" ON THE GARDEN STATE PARKWAY

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$	\$
2			Bidder is to supply percentage mark-up on parts totaling \$1,000. The mark up quoted will be applied to all parts used by the bidder in making repairs during the term of the contract. \$1,000 + Mark-up _____ % =		\$
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$

LOCATION OF BIDDERS FACILITY

Address & County of Bidders Servicing Location

AREA "F" ON THE GARDEN STATE PARKWAY

ITEM	QUAN.	UNIT OF MEAS.	DESCRIPTION	UNIT COST/HOUR	EXTENDED COST
1	5	Hour	Cost of Labor to Repair Radiator	\$	\$
2			Bidder is to supply percentage mark-up on parts totaling \$1,000. The mark up quoted will be applied to all parts used by the bidder in making repairs during the term of the contract. \$1,000 + Mark-up _____ % =		\$
GRAND TOTAL ADD EXTENDED COST IN LINES 1 AND 2=					\$

LOCATION OF BIDDERS FACILITY

Address & County of Bidders Servicing Location

CONTINUED ON THE FOLLOWING PAGE

SIGNATURE PAGE

CONTRACT PERIOD: At the expiration of this contract, providing the contractor services have been satisfactorily performed in the sole opinion of the Authority and the contractor is willing to continue under the same terms and conditions, the Authority reserves the right to make two extensions of this contract for not more than one year each. Quotation should not include Federal Excise Tax or N.J. State Sales & Use Tax as Authority is exempt from payment of same.

Your price shall include delivery to the N.J. Turnpike Authority or The Garden State Parkway at the locations listed within the specifications.

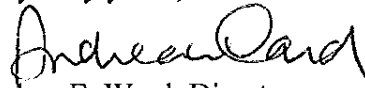
**Bids will be considered firm for a period of sixty (60) days following the Due Back
PLEASE FAX your quotation, do not send hard copy.**

DISCOUNT TERMS BASED ON NET 30 DAYS ONLY _____

DELIVERY DATE _____

DATE _____
AUTHORIZED SIGNATURE (ALSO PRINT NAME)

Very truly yours,



Andrea E. Ward, Director
Procurement and Materials Management

AEW/jp